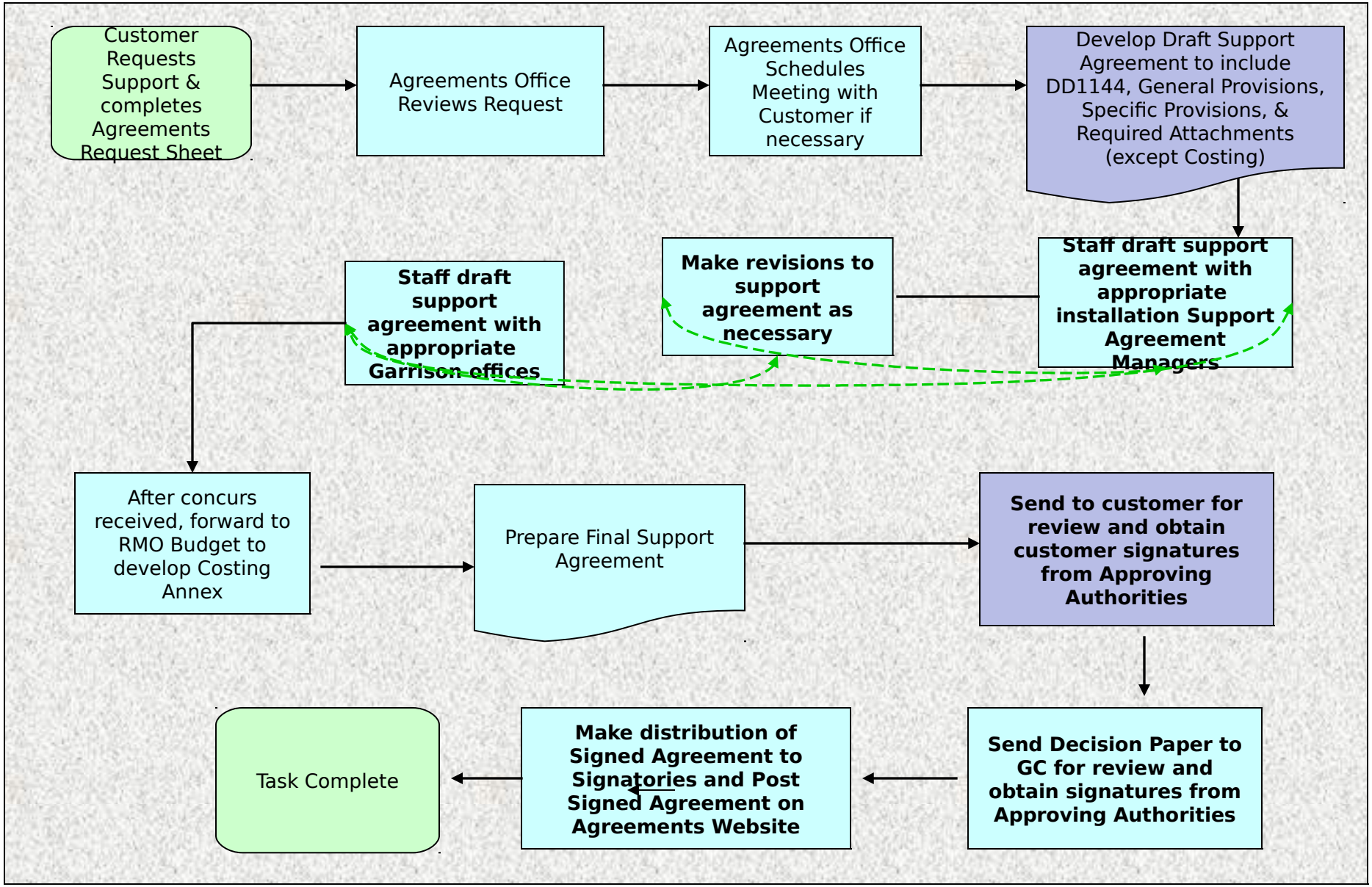
AGREEMENTS OFFICE

Support Agreement (SA) Process


Customer Requests Support & completes Agreements Request Sheet
Agreements Office Reviews Request
Agreements Office Schedules Meeting with Customer if necessary
Develop Draft Support Agreement to include DD1144, General Provisions, Specific Provisions, & Required Attachments (except Costing)
Staff draft support agreement with appropriate installation Support Agreement Managers
Make revisions to support agreement as necessary
Staff draft support agreement with appropriate Garrison offices
After concurs received, forward to RMO Budget to develop Costing Annex
Prepare Final Support Agreement
Send to customer for review and obtain customer signatures from Approving Authorities
Send Decision Paper to GC for review and obtain signatures from Approving Authorities
Make distribution of Signed Agreement to Signatories and Post Signed Agreement on Agreements Website
Task Complete